NIMS Checklist for LOCAL JURISDICTIONS

The following National Incident Management System (NIMS) requirements are published in an effort to assist Oregon jurisdictions reach and maintain NIMS compliance. They are listed by category (five main components of NIMS).

**ADOPTION**

NIMS Adoption Implementation Objectives
- Formally adopt NIMS for your agency/department (templates available)
- Designate a NIMS POC (single point of contact) for your agency/department
- Ensure agencies/departments receiving Federal preparedness funds (or benefit from) are NIMS compliant.

NOTE: SHSP and EMPG recipients are reviewed for NIMS compliance by Office of Emergency Management prior to applications for grant funding being considered for funding

**PREPAREDNESS**

Planning Implementation Objectives
- Revise Emergency Operations Plans to incorporate NIMS components, principles and policies
- Promote and develop intrastate and interagency Mutual Aid Agreements and assistance agreements for your jurisdiction

NOTE: Include necessary agreements with private sector and NGOs - (templates available)

Training Implementation Objectives
- Completion of IS-100b (Introduction to ICS)
- Completion of IS-200a (ICS)
- Completion of ICS-300 (ICS - not available online)
- Completion of ICS 400 (ICS - not available online)
- Completion of IS-700a (Introduction to NIMS)
- Completion of IS-701a (Introduction to Multi-Agency Coordination System)
- Completion of IS-702a (Public Information Systems/NIMS)
- Completion of IS-703a (NIMS Resource Management)
- Completion of IS-706 (NIMS Intrastate Mutual Aid)
- Completion of IS-800b (National Response Framework)

NOTE: Each agency/department must identify within your organization "who" must take "what" according to the Five-Year Training Plan guidance. OEM publishes a condensed version of this lengthy guidance (entitled "Who Takes What") for your use in determining training requirements for your personnel. The "Who Takes What" document can be found on OEM's website using the NIMS link. NIMS Independent Study (IS) courses can be completed online: [http://training.fema.gov/IS/](http://training.fema.gov/IS/) (ICS 300 & 400 courses are only available in a classroom setting)
Exercises Implementation Objectives

- Incorporate NIMS concepts and principles into all training/exercises
- Plan for/participate in all-hazards exercise program (Homeland Security Exercise and Evaluation Program - HSEEP)
- Incorporate corrective actions (identified in exercises) into preparedness and response plans and procedures

COMMUNICATIONS AND INFORMATION MANAGEMENT

- Use plain language and common/consistent terminology (no 10 or 12-code, et cetera)
- Present consistent and accurate information during an incident or event (common operating picture)

RESOURCE MANAGEMENT

- Inventory resource assets (templates for resource typing available)
- Ensure interoperability of equipment, communications, data
- Utilize resource typing for intrastate/interstate mutual aid requests
- Initiate credentialing system (state level - already completed)

COMMAND AND MANAGEMENT

- Implement ICS (manage all events and incidents using ICS)
- Coordinate response objectives through use of integrated Multi-Agency Coordination Systems (MACS/EOCs)
- Institutionalize Public Information (Joint Information Systems and Joint Information Centers) during an incident or planned event
- Ensure Public Information procedures and processes can gather, verify, coordinate and disseminate information during an incident or planned event

For more information, please contact your local emergency manager or the State of Oregon point of contact for NIMS:

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For detailed information on NIMS, please see the Federal NIMS Website: [http://www.fema.gov/national-incident-management-system](http://www.fema.gov/national-incident-management-system)